

**Professional Development Subcommittee**  
**3760 South Highland Office, 5<sup>th</sup> Floor Conference Room 578**  
**Meeting Minutes**  
**Wednesday, November 19, 2014 at 10:00 a.m.**

<b>Committee Members:</b>	Chris Ellis, Terri Hoffman, Steve Holmes, Von Johnson, Russ Malone, Chris Stratford and Shellie Young
<b>Phone:</b>	Alicia Gleave, Casey Synder
<b>Staff:</b>	Jenny Allred, Dennis Bang, Annalyn Boden, Kyle Bushnell, Gay Brogdon, Dan Camp, Tami Goodin, Jim Hansen and Kris Warren
<b>Presiding:</b>	Jim Hansen

<b>Agenda Topic:</b>	<b>Discussion:</b>	<b>Action:</b>
	<b><u>Welcome:</u></b>	
<b>Welcome &amp; Introduction of Subcommittee Members and Bureau Staff</b>	Jim Hansen welcomed everyone to the meeting. All present subcommittee members introduced themselves as well as all present Bureau of EMS and Preparedness staff.	
	<b><u>Action Items:</u></b>	
<b>Approval of Minutes</b>	The Professional Development Subcommittee members reviewed the meeting minutes of August 13, 2014.	<b>Terri Hoffman made the motion to approve the previous meeting minutes of August 13, 2014. Russ Malone seconded the motion. All present committee members voted. No members opposed, none abstained; motion carried.</b>
<b>Subcommittee Open Positions</b>	<p>Jim Hansen announced that Ross Fowlks has resigned from the Subcommittee and there was not a Vice-chair before. Therefore, we need to replace the Chair and Vice-chair positions.</p> <p>The meeting was open for the following nominations:</p> <p>Russ Malone made a motion to nominate Von Johnson as the Chair of the Subcommittee. Terri Hoffman seconded the motion.</p> <p>Shellie Young made a motion to nominate Chris Strafford as Vice-Chair of the Subcommittee. Russ Malone seconded the motion</p> <p>A recommendation will be made to the EMS Committee for approval of these two names.</p>	<p><b>Russ Malone made a motion to nominate Von Johnson as the Chair. Terri Hoffman seconded the motion. All present committee members voted. No members opposed, none abstained; motion carried.</b></p> <p><b>Shellie Young made a motion to nominate Chris Strafford as the Vice-Chair. Russ Malone seconded the motion. All present committee members voted. No members opposed, none</b></p>

		<p><b>abstained; motion carried.</b></p> <p><b>A recommendation will be made to the EMS Committee for approval of these two names.</b></p>
	<b><u>Informational Items:</u></b>	
<b>EMS Tests and NREMT Testing</b>	<p>Jim Hansen discussed the transition to NREMT time-line. The Bureau of EMS and Preparedness will no longer be testing after July 1, 2015. There was a decision made that all testing will through the National Registry to be the test team vender. We will start with AEMT testing right away. The Course Coordinator Course request to be NEMT Course. The fee for AEMT is \$100 for the practical test and \$100 written test.</p> <p>After a lengthy discussion of concerns, the subcommittee decided to form a workgroup to create the process for the Transition to NREMT time-line of July 1, 2015. The following people volunteered, Jim Hansen, Russ Malone, Von Johnson and Casey Snider. The workgroup will bring back recommendations to the subcommittee.</p>	<p><b>Workgroup will present at the next Subcommittee Meeting on February 11, 2015 with recommendations.</b></p>
<b>Bureau Compliance Program</b>	<p>Dennis Bang stated that the Bureau of Emergency and Medical Services and Preparedness has a program in which people, organizations, or agencies can file a complaint against a pre-hospital EMS providers. These are submitted to and handled by the Complaint Compliance and Enforcement Unit. The Complaint Compliance and Enforcement Unit is made up of Director Dennis Bang, Investigator Kyle Bushnell, and Compliance Specialist Annalyn Boden.</p> <p>Kyle Bushnell explained how the new system would work. The CCEU revamped, fine-tuned the system and rewrote the complaint policy. There are four things we want to accomplish:</p> <ol style="list-style-type: none"> <li>1. Compliance of the Utah law and EMS rules</li> <li>2. Create a uniform and professional approach to investigating a complain</li> <li>3. Eliminate activities or incidents that may violate Utah rule or state statute</li> <li>4. Establish database to track history, current complaints and alleged activities. In the future, we will be going to Image Trend.</li> </ol> <p>He explained the process of a complaint/investigation process. Annalyn Boden distributed and briefly discussed the handouts.</p>	
<b>Other Announcements</b>	<p>Gay Brogdon reported that ImageTrend is on hold for now. The Bureau is waiting for contracts to be signed. This program will incorporate trauma, compliance, self-service licensing/designation and process payments.</p>	

	<p>The Rules Subcommittee is meeting on December 3, 2014. Jim Hansen recommended that the Subcommittee members read the rules specifically number five and make recommendations.</p> <p>Dan Camp reported that EMS Regionalization is in its infancy. On a national level, they have gone with the health coalitions with the health departments. The Bureau of EMS and Preparedness is looking at regionalizing the EMS response. Go from an agency to a region for disaster response. Obtaining a mutual aid in one region soon, we will have the all the State of Utah. The Bureau could help work with the regions on funding. Some of regions are already setup and in place.</p>	<p><b>Read the rules make recommendations on number five.</b></p>
<b>End of Meeting</b>	<p>The next meeting scheduled on Wednesday, February 11, 2015 at 10:00 a.m. at the Highland Building, 4<sup>th</sup> Floor, Conference 425 at 3760 S. Highland Drive, Salt Lake City, UT</p>	